



Arlington Contributory Retirement Board

Date: December 21, 2022

Time: 4:30 p.m.

Minutes

Call to order Regular Monthly Meeting

Chairman Hughes called the monthly meeting to order at 4:30 PM

Board Members present: Chairperson Kenneth Hughes, Ida Cody, Robert Jefferson
Richard Keshian and Fred Fantini

Motion and vote to approve Expense Warrant #12 and 12S and the December 2022 Payroll Warrant:

After review and discussion, Mr. Keshian made a motion to approve the Expense Warrant # 12 and 12S and December Payroll Warrant for payment, seconded by Ms. Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody I, Mr. Fantini, Mr. Keshian and Chairman Hughes I.

October Trial Balance 2022

After review and discussion, Ms. Cody made a motion to approve the October 2022 Trial Balance seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes

Motion and vote to approve Minutes for November 17, 2022

After review and discussion, Mr. Fantini made a motion to approve the November 17, 2022, Minutes seconded by, Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes

Motion to approve new Town members.

After review and discussion Mr. Fantini made a motion to approve the new town members as listed, seconded by Ms. Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

| <u>Name</u> | <u>Date of Membership</u> | <u>Percentage</u> | <u>Position</u> |
|-----------------|---------------------------|-------------------|--------------------------------|
| Alex Bekkenhuis | 11-14-2022 | 9+2% | DPW Laborer |
| Mariela Escobar | 12-12-2022 | 9+2% | DPW Account Operation Asstant. |
| James Donovan | 12-12-2022 | 9+2% | Off Hour Recreation Supervisor |
| Lisa Hanson | 12-07-2022 | 8+2% | IT Systems Analyst |

| | | | |
|-----------------|------------|------|-------------------------------|
| Sara Lazar | 12-01-2022 | 9+2% | Homeless Outreach Coordinator |
| Omar Thomas | 11-14-2022 | 9+2% | DPW MEO II |
| Stephen Toropov | 12-05-2022 | 9+2% | Head of Teen Services |
| Michael Torrice | 11-21-2022 | 9+2% | HVAC Technician |

Motion to approve new School members.

After review and discussion Mr. Fantini made a motion to approve the new school members as listed, seconded by Ms. Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

| <u>Name</u> | <u>Date of Membership</u> | <u>Percentage</u> | <u>Position</u> |
|-----------------|---------------------------|-------------------|-----------------------------|
| Michael Carbone | 12-05-2022 | 9+2% | AASP Teacher Assistant |
| Anne Francis | 11-07-2022 | 9+2% | Paraprofessional Library |
| Uhjin Sim | 11-21-2022 | 9+2% | AASP Teacher Assistant |
| Erin Trodden | 12-05-2022 | 9+2% | Teacher Assistant Preschool |

Motion and Vote to approve the retirement application for Stephen Krepelka.

After review and discussion Mr. Keshian made a motion to approve Stephen Krepelka option D retirement application, seconded by Mr. Fantini. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

| Name | Creditable Service | Department/ Position | Retirement Option | Retirement Date |
|------------------|--------------------|--|-------------------|-----------------|
| Stephen Krepelka | | Eligible Beneficiary of Maria Krepelka | D | 10/27/2022 |

Motion and Vote to approve the retirement application for Richard Corbett

After review and discussion Mr. Fantini. made a motion to approve Richard Corbett's retirement application, seconded by Ms. Cody The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

| Name | Creditable Service | Department/ Position | Retirement Option | Retirement Date |
|-----------------|----------------------|-------------------------------|-------------------|-----------------|
| Richard Corbett | 38 Years 1 Months | DPW/ Construction Handyman | B | 01/5/2023 |

Motion and Vote to approve the retirement application for Patti Sawtelle.

After review and discussion Mr. Jefferson made a motion to approve Patti Sawtelle's retirement application, seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

| Name | Creditable Service | Department/ Position | Retirement Option | Retirement Date |
|----------------|-----------------------|-------------------------|-------------------|-----------------|
| Patti Sawtelle | 13 Years 10 Months | IT/ Project Manager | B | 01/7/2023 |

Motion and Vote to approve the retirement application for Colleen Shea.

After review and discussion Mr. Fantini made a motion to approve Colleen Shea's retirement application, seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

| | | | | |
|--------------|----------------------|---|---|------------|
| Colleen Shea | 18 Years 9 Months | Comptroller/ Principal Account Clerk | A | 01/25/2023 |
|--------------|----------------------|---|---|------------|

Motion and vote of a refund of accumulated deductions for Ms. Shana Barnes in the amount of \$4,622.40. Ms. Barnes had 1 years and 5 months of creditable service working as a Teacher's Assistant for the Arlington School Department.

After review and discussion Mr. Jefferson made a motion to approve the refund for Ms. Barnes seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Motion and vote of a refund of accumulated deductions for Ms. Rose Mary Martin in the amount of \$635.38. Ms. Martin had and 8 months of creditable service working as a Teacher's Assistant for the Arlington School Department.

After review and discussion Mr. Fantini made a motion to approve the refund for Ms. Martin seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Motion and vote of a refund of accumulated deductions for Mr. Richard Murray in the amount of \$8,196.28. Mr. Murray had 17 years and 2 months of creditable service serving as an Elected Member of the Arlington Housing Authority.

After review and discussion Mr. Jefferson made a motion to approve the refund for Mr. Richard Murray seconded by Mr. Fantini. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Acknowledgement of retiree's survivors and employees who have passed since the last Board Meeting, Susan Holman, Arthur McLean, Natalie Peters, and Douglas Peters

The Chairman asked to have a moment of silence for the deceased member.

| Deceased | Date of Death | Department/ Position | Retirement Date | Status |
|----------------|---------------|--------------------------------|-----------------|----------|
| Susan Holman | 11/22/2022 | Fire/Survivor of Lee Holman | 11/18/2006 | Survivor |
| Arthur McLean | 11/25/2022 | Police/ Lieutenant | 5/11/1991 | Retiree |
| Natalie Peters | 11/26/2022 | Treasure/ Cash Manager | 9/3/1997 | Retiree |
| Douglas Peters | 12/08/2022 | DPW/ School Custodian | 10/06/2001 | Retiree |

Neat Bar and Video Screen

After review and discussion Mr. Jefferson made a motion to approve the purchase of the Neat Bar and monitor and installation cost seconded by Ms. Cody. The motion was approved by

unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Discussion and Vote on Proposed Regulation for Electronic Signatures

After review and discussion Mr. Keshian made a motion to approve the proposed Electronic Signatures Supplemental Regulation pending PERAC” s approval seconded by Ms. Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Discussion and Vote Vacation Buyback

Mr. Greco updated the Board that Attorney Gorman was still work on the draft regulation.

New Business Card

The Chairman told the Board he would like updated business cards and asked if any other Board Members or staff would like updated card reflecting the Board’s new address. Mr. Greco said he and Ms. Freitas would like the update card and no Board Members want them. Mr. Jefferson made a motion to approve the purchase of updated business cards, seconded by Mr. Fantini. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Warrant Articles

After review and discussion Mr. Fantini made a motion to have Mr. Greco submit the Board recurring Warrant Articles for 90ACDE and OPEB Funding, seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

2023 Budget

After review and discussion Mr. Jefferson made a motion to approve the 2023 Calendar Year Budget with a 2% annual increase for the staff, seconded by Ms. Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

5% COLA

The Chairman asked the Board to consider voting a 2% increase as proposed by Governor Baker Ch.269 Acts of 2022 and PERAC MEMO #29. Stone Consulting did a funding schedule if this was passed and the impact to future appropriations and would not be acknowledged until Fiscal Year 2033 with an increase of 3.3 million dollars that year only. After review and discussion Mr. Keshian made a motion to the Board support the 5% COLA increase and ask to be on the agenda of a future Selectboard meeting and request their approval as required by Ch.269 Acts of 2022, seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Legal RFP

Mr. Greco updated the Board that the Board had suggested where Mr. Goman had indicated he may be retiring that he could assist in writing of the Legal RFP. Mr. Greco updated the Board that Mr. Gorman has changed his mind and will respond to a Board

RFP. Mr. Greco asked the Board for suggestions and there were none so he will see what's on PERAC Website for samples and have them for the January Meeting.

Catherine Harrington-Mahon

When Catherine Harrington-Mahon paid her excess earnings for 2021 she also gave the Board a (presently uncashed) for \$11,880 representing her earnings for 2022 in hopes the Board will except and when her 1099R is run and there will be zero earnings and she will not have excess earnings in 2022. Catherine's attorney said it is done in other communities. Mr. Greco asked PERAC that said they don't believe it can be done and are unaware of it being legal. PERAC used the example of "the toothpaste is out of the tube, and it can't go back in." After review and discussion Mr. Keshian made a motion to return Ms. Mahon's check and follow PERAC's guidance that the Board cannot accept the payment., seconded by Mr. Jefferson The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Section 9 Arthur McLean Executive Session

The Chairman asked for roll call vote to go into Executive Session 5:20 roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I. 5:40 P.M. The Board was out of Executive Session.

Adjourn

Mr. Keshian made a motion at 5:45 PM to adjourn the meeting seconded, by Mr. Jefferson The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini, and Chairman Hughes I.